

II. Administrative processes

1. New ISRA cases (with an ISRA trigger on or after November 4, 2009)

Action	When	Forms	Fees	Other sources of info	Rule citations
Submit General Information Notice (GIN)	Within 5 days after ISRA trigger*	General Information Notice	None	Submit to: NJDEP Case Assignment/Initial Notice PO Box 434 Trenton, New Jersey 08625-0434	7:26B-3
Hire an LSRP and notify Department of LSRP retained	Within 45 days after ISRA trigger	LSRP Notification of Retention or Dismissal	None	Link to list of LSRPs with Temp licenses	7:26C-2
Alternative compliance options	NA	NA	NA	Guidance for Alternative Compliance Options (under development)	7:26B-5
Conduct remediation pursuant to the Technical Rules		Person responsible may proceed to later remedial phases/reports but must ensure that all regulatory and mandatory timeframes are met. Proceed without Department pre-approval, except when permits are required.			7:26E and 7:26C
Preliminary assessment (PA) with Response Action Outcome (RAO). If no remediation is required submit: <ul style="list-style-type: none"> PA report Case Inventory Document (CID) RAO Fee 	90 days after the GIN	PA/SI Report Form CID Form RAO Form Annual Remediation Fee Form	\$450	PA guidance (under development) CID Guidance Guidance for the Issuance of RAOs Fee Guidance	7:26B-6.1 7:26E-3.1 and 3.2 7:26C-6 7:26C-4.2
PA and Site investigation (SI) with RAO. If remediation is conducted and no contamination is present above standard submit: <ul style="list-style-type: none"> PA/SI report CID RAO Fee 	1 year after the GIN	PA/SI Report Form CID Form RAO Form Annual Remediation Fee Form	\$450	Technical Guidance CID Guidance Guidance for the Issuance of RAOs Fee Guidance	7:26B-6.1 7:26E-3 7:26C-6 7:26C-4.2

PA/SI with Remedial Investigation Workplan (RIWP). If remediation is required submit: <ul style="list-style-type: none"> • PA/SI report • RIWP • CID • Receptor Evaluation 	1 year after the GIN	PA/SI Report Form CID Form Receptor Evaluation Report Form Annual Remediation Fee Form	Submit 1 st annual fee	Technical Guidance CID Guidance Receptor Evaluation Guidance	7:26E-3 7:26E-4 7:26E-1.15-1.19
Remedial Investigation Report and Remedial Action Workplan (RIR/RAWP). If contamination is identified submit: <ul style="list-style-type: none"> • RIR • RAWP • CID • Receptor Evaluation • Remediation Funding Source (RFS) 	420 days after the GIN 14 days after submittal of RAWP	RI and RA Report Forms CID Form Receptor Evaluation Report Form Remediation Funding Source form	Submit annual fee to Treasury with invoice when billed	Technical Guidance CID Guidance Receptor Evaluation Guidance Remediation Funding Source Guidance	7:26E-4 7:26E-5 7:26E-6 7:26E-1.15-1.19 7:26B-4.3 7:26C-5
Remedial Action Report (RAR. If implementing unrestricted remedial action (no permits required) submit: <ul style="list-style-type: none"> • RAR • CID • Receptor Evaluation • RAO 	NA Proceed without Department pre-approval	RA Report Form CID Form Receptor Evaluation Report Form Response action outcome form	Submit annual fee to Treasury with invoice when billed	Technical Guidance CID Guidance Receptor Evaluation Guidance Fee Guidance Guidance for the Issuance of RAOs	7:26E-6 7:26E-1.15-1.19 7:26C-6
RAR with RAO. If implementing limited restricted and restricted remedial actions (permits required) submit: <ul style="list-style-type: none"> • RAR • CID • Receptor Evaluation • RA Permit Application for soil and/or ground water permits 	NA Proceed without Department pre-approval (except when permits are required)	Document Submission Form CID Form Receptor Evaluation Report Form Soil Remediation Permit Application Form	Submit annual fee to Treasury with invoice when billed	Technical Guidance CID Guidance Receptor Evaluation Guidance Fee Guidance	7:26E-6 7:26E-7 7:26E-8 7:26E-1.15-1.19

		Ground Water Remedial Action Permit Form			
When remediation is complete file the RAO with the Department	When applicable remediation action permits have been issued by the Department	Response action outcome form	Ensure all, oversight costs, annual and permit fees are paid in full	Guidance for the Issuance of RAOs	7:26C-6

***ISRA trigger** - When an ISRA subject industrial establishment will close operations or change ownership (See ISRA rules N.J.A.C. 7:26B) for more detail

For more information about the remediation of ISRA sites see:

- FAQs on this topic - under development
- Other quick reference guides: under development
 - Immediate Environmental Condition (IEC) requirements
 - Free Product Removal requirements
 - Remedial Action Permits
 - Discharge Permits
 - Remediation funding source (RFS)

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